

21 August 1952

MEMORANDUM ON PLANS

1. Details are being worked out for the transfer of processing procedures to Personnel.

2. Discussions have been held on the qualifications of individuals and future needs of some substantive offices with

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3. A restatement of specifications for Junior Officer and OCS trainees is in preparation.

4. Consideration is being given to the desirability of assessment for placement in substantive offices of members of the OCS group who will be assigned to the Agency as military personnel after approximately one year of active service as officers.

5. We are looking into the question of administering tests of language competence (as opposed to linguistic aptitude) as part of the assessment of Junior Officer trainees.

6. We are beginning to set up files and lists for following up the program of present and former trainees and also promising junior officers in the Agency who are suggested by their supervisors as candidates for later training.

7. We are working on plans whereby we may obtain and record reports of progress of former trainees now working in the Agency.

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